



## **Student Internship (Unpaid)**

**LOCATION:** Olympia, Washington

**Are you seeking an opportunity to gain college credit? Interested in government affairs, public policy and information technology, and broadband? This is an excellent opportunity to apply your research and analytical skills as you learn about the role of broadband in enabling data driven applications and services and how government policy is made around technology issues.**

### **Agency Profile**

The Washington State Department of Information Services (DIS) provides quality and reliable computing, telecommunications, video and Internet services to state and local agencies, tribal governments, educational institutions, and not-for-profit organizations.

As the technology leader for Washington State, DIS provides innovative enterprise services so that government agencies can successfully serve the public. DIS also provides support to the Information Services Board.

### **Internship Overview**

As part of the American Recovery and Reinvestment Act of 2009, DIS has been awarded an exciting opportunity to identify broadband availability in the state of Washington. (Please visit <http://broadband.dis.wa.gov/> for in-depth information.) As part of this project, we will be collecting and analyzing data nationally and internationally on broadband policies and laws currently in place, best practices for broadband adoption, and barriers to broadband's adoption and use. In addition, there will be opportunities to attend and participate in public venues to educate constituents on the importance of broadband technology and the efforts and outreach around broadband that are currently underway in Washington State.

Working with the Broadband Policy and Program Manager and the Communications Analyst, this internship includes opportunities for you to apply and build your skills by:

- Collecting and organizing policy, legislative and regulatory data from various states and countries
- Analyzing and identifying trends and best practices
- Reviewing and analyzing previously conducted surveys and playing a key role in the development of survey(s) for our state
- Developing an informational database

Interns will also build knowledge of federal and state public policy and regulation, gain practice in preparing presentation materials and hone business writing skills.

### **Qualifications**

- Enrolled in an academic program with a focus on Marketing, Communications, Political Science, Computer Sciences or similar or equivalent degree.
- Experience with MS Office Suite.
- Professional writing and communication skills.
- Demonstrated self-starter with ability to work independently.

**Special Notes**

This is a nonpaid internship as part of an approved college curriculum to gain college credit(s). Duration is flexible based on college curriculum and successful completion of established expectations.

Successful intern needs to be available during standard business hours, Monday – Friday. Schedule and number of hours to be determined based on student's schedule and business needs.

This announcement may be used to fill multiple internship positions.

**How to apply**

Please submit a letter of interest identifying your interest and experience as it relates to this internship. Please include a current resume and three professional references.

**Please send your application materials via e-mail to [hro@dis.wa.gov](mailto:hro@dis.wa.gov).**

*Persons of disability needing assistance in the application process, or those needing this announcement in an alternative format, may call (360) 902-3543 or Telecommunications Device for the Deaf 1-800-833-6388.*

*The Department of Information Systems is an equal opportunity employer.*